

PENN TOWNSHIP

BERKS COUNTY

840 N. GARFIELD RD. BERNVILLE, PA 19506
PHONE: (610) 488-1160 FAX: (610) 488-0611
ZONING OFFICER (717) 838-1351

TOWNSHIP USE ONLY

Permit # _____
Date Issued ____/____/____
Fees \$_____ Pd. _____

Zoning Officer

Application for Zoning Permit

All information must be printed and legible for permit acceptance.

General Information:

Property Address: _____

City _____ State _____ Zip _____

Tax Parcel ID No. _____ Zoning District: _____

Property Owner Name: _____

Daytime Phone: (____) _____ - _____ Email Address _____

Address: _____ City _____ State _____ Zip _____

Applicant (If other than the owner): _____

Address: _____ City _____ State _____ Zip _____

Daytime Phone: (____) _____ - _____ Email Address _____

Purpose of Permit Request:

- Attached Garage/Carport Detached Garage/Carport* Home Occupation
- Porches/Deck – covered/uncovered Fence Addition to existing structure
- Swimming Pool (above ground In-ground w/ a capacity of greater than 24” in water depth)
- Accessory Structure – Specify: _____
- New Single Family Dwelling New Semi-Detached/Duplex New Townhouse
- New Commercial Building Change of Use Sign
- Other - Specify: _____

* - All Detached Residential Garage/Carports shall comply with Section 602.2.b of the Zoning Ordinance

Total Value of Construction: _____ Estimated Date of Completion: _____

Brief Description of Project: _____

OVER

Lot & Building Information:

Current use of the property: ___ Residential ___ Commercial ___ Agricultural ___ Industrial

Proposed Building Size: _____ (Sq. Ft.) Proposed Height: _____ Dimensions: _____ X _____

Proposed Setbacks: (Location of the proposed structure form the lot lines indicated in feet)

Front Yard _____ Left Side Yard _____ Right Side Yard _____ Rear Yard _____

Has there been any recent development on this Parcel of Record since May 20th, 2002? ___ Yes ___ No

If yes, when and what was developed? _____

Lot Width: _____ Lot Depth: _____ Total Lot Area: (Sq. Ft.) _____

Corner Lot? ___ Yes ___ No

Coverage: (Includes All Impervious Surfaces) Existing Lot Coverage: _____(Sq. Ft.) _____ % of Lot Area

Proposed Lot Coverage: _____Sq. Ft.) _____ % of Lot Area (Sq. Ft.)

Are there any easements or deed restrictions on your property? _____

(Please provide copy of Deed if possible)

Are there any environmentally sensitive features located on the property? (Wetlands/swales/floodplain)

Additional Features (For new residential or commercial structures)

Sewage Disposal System: Public Sewer On-Lot Septic Other: _____

Water Supply: Public Water Well Other: _____

Plot Plan:

A plot plan showing all existing improvements and proposed construction, including driveways, walkways, Storm water Management features, easements, and utilities shall accompany this application. The plan shall include measurements of setbacks from all property lines and from the right-of-way of any road frontage on the property. Adjoining properties shall be labeled. Until such plan is submitted, this application shall not be considered complete and will not be processed.

If the proposed is a Business, Industry, Home Occupation or a Change of Use of a new or existing building, please enclose a detailed description outlining the products sold, manufacturing process, services rendered, equipment to be used, floor areas of building, number of employees, and any other information that is necessary to the thoroughly describe the proposed operation.

Home Occupations – A narrative of the proposed home occupation and interior floor plan showing the location and dimensions of the space where the home occupation will be conducted must accompany the permit application and plot plan. The narrative must address all of the requirements set forth in Section 613 of the Zoning Ordinance.

Signature:

I hereby authorize the designated Penn Township official to investigate, inspect, and examine the Property set forth herein, including land and structures, to determine compliance with the Penn Township Zoning Ordinance and to determine the accuracy of the statements contained herein.

I am aware that I cannot occupy the Property for the purpose of conducting the use set forth herein and cannot commence excavation or construction until a Zoning Permit has been issued by Penn Township.

OVER

A Zoning Permit may be revoked in the use and/or structure for which it has been issued violates any applicable Township, County, State or Federal law, or regulation, including but not limited to the Penn Township Zoning Ordinance. This Permit may also be revoked if it has been issued in error, or if issuance was based upon any misrepresentations or errors contained in the application or otherwise made by the applicant. **By signing this application, I certify that all facts in the application and all accompanying documentation are true and correct.**

I acknowledge that the holder of a Zoning Permit is responsible to insure compliance with all applicable Township Ordinances, and at completion of the work authorized by the permit, I acknowledge that the Township requires that a final inspection be performed by the Zoning Officer before the structure which is authorized by this permit may be occupied.

Printed Name _____

Signature: _____
(Owner)

Date: _____

Printed Name _____

Signature: _____
(Applicant, if not the owner)

Date: _____

Zoning Permit Application Check List

All zoning applications shall be filed with Penn Township

840 North Garfield Rd. Bernville, PA 19506 Phone: (610) 488-1160

- All applicable information is included on the application in a legible form.
- Attached a copy of the plot plan showing:
 1. All existing buildings
 2. Location of the new improvement showing the distance from all property lines and distance between any new structure and other structures.
 3. Streets (public/private)
 4. Well, septic system; tank; drain field.
 5. Location of any easement or right-of-ways.
 6. Driveways and parking areas.
- Attached copies of any and all other permits that maybe required for the project. (I.e. on-lot septic, driveway, erosion and sediment control plan)
- Check or money order made payable to Penn Township for zoning permit application fees.
- Verified that the proposed project DOES NOT require any stormwater features.**